

City Council

Special Meeting Minutes

September 22, 2020
Electronic Meeting
6:00 PM

Call to Order – Mayor Stolzmann called the meeting to order at 6:00 p.m. **Roll Call** was taken and the following members were present:

City Council: **Mayor Ashley Stolzmann**
 Mayor Pro Tem Dennis Maloney
 Councilmember Kyle Brown
 Councilmember J. Caleb Dickinson
 Councilmember Deborah Fahey
 Councilmember Chris Leh
 Councilmember Jeff Lipton

Staff Present: **Heather Balser, City Manager**
 Megan Davis, Deputy City Manager
 Kevin Watson, Finance Director
 Nathan Mosely, Parks, Recreation, & Open Space Director
 Kurt Kowar, Public Works Director
 Rob Zuccaro, Planning & Building Safety Director
 Chris Neves, Information Technology Director
 Sharon Nemechek, Library Director
 Dave Hayes, Police Chief
 Megan Pierce, Economic Vitality Director
 Kathleen Hix, Human Resources Director
 Emily Hogan, Assistant City Manager for Communications
 & Special Projects
 Meredyth Muth, City Clerk

Others Present: **Melinda Culley, City Attorney**

Mayor Stolzmann noted that because of the COVID-19 emergency the meeting is being held electronically. She gave information on how the meeting process will work and directions for those dialing in on how to participate when it is time for public comments.

City Manager Balser stated Boulder County Public Health (BCPH) has seen a large increase in COVID cases from CU students. If this continues it could push the County to a higher level of restrictions again. Staff is working with BCPH to see if CU or a specific area could be carved out for more restrictions with the rest of the County remaining at the

Safer at Home stage. A higher restriction level would likely require closing the Recreation Center and Library again. Staff will know more in a few days.

Director Pierce gave an update on the recovery and improvement grant program and stated that to date ten grants totaling approximately \$55,000 have been awarded. Additional grants are in process as well. She added that many of the grants benefit more than one local business as the grantee is also using the money to hire other local businesses to complete work.

APPROVAL OF THE CONSENT AGENDA

Mayor Stolzmann asked for changes to the consent agenda; hearing none she asked for a motion. Councilmember Lipton moved to approve the consent agenda, seconded by Mayor Pro Tem Maloney. All in favor.

- A. *Approval of Resolution No. 72, Series 2020 – A Resolution Supporting the City of Louisville’s Grant Application to the Colorado State Recreational Trails Grant Program for the 2021 Davidson Mesa Open Space Trails Resurfacing Project***

RESOLUTION NO. 70, SERIES 2020 – A RESOLUTION APPROVING AN AMENDMENT TO THE NAPA AUTO PARTS FINAL PLANNED UNIT DEVELOPMENT FOR LOUISVILLE PLAZA FILING NO. 2, LOT 4, FIRST AMENDMENT, LOT 4B, 1413 HECLA WAY – *continued from 9/1/20*

Mayor Stolzmann reopened the public hearing and asked for disclosures. There were no disclosures.

Director Zuccaro stated this was continued from September 1 due to an issue with the public notice. A new notice has been completed for this evening’s hearing. In addition, today the applicant submitted proposed changes to his plan. These come after a recent meeting with the neighbors. The changes include the elimination of parking spaces on the east side of the parking lot that faces the residential neighborhood. The parking still meets parking requirements. They are also proposing a reduction in fence height from six feet to four feet and changing the materials of the fence. The fence would also be moved as far west as possible and additional landscaping added on the east side of the property. The fence design requires a waiver from the Commercial Development Design Standards and Guidelines (CDDSG), which does not allow a wood fence in commercial areas.

Staff finds the changes are consistent with PUD and CDDSG requirements if the fence material waiver is supported. The final PUD document, including any changes to grading, drainage and landscaping could be reviewed and finalized administratively. Staff supports the lower fence height and design if this is the most desirable design for the neighborhood.

Staff has amended the resolution to address these changes and staff recommends approval of the resolution as presented tonight.

Public Comments

Greg Jones, 1809 Sweet Clover Lane, stated he would like the north side of the perimeter of the fence be kept to six feet to provide more light mitigation for the neighbors. He would prefer the building be moved to a different location on the lot if possible.

Mark Cathcart, 1763 Sweet Clover Lane, thanked the applicant for meeting with the neighbors. He stated this compromise is as good as it will get. He too preferred the six-foot fence on the north side. He continues to have concerns about how the use was changed to allow marijuana in this location.

Councilmember Lipton asked if having the fence at six feet on the north side would be an issue for planning regulations. Director Zuccaro stated it would be acceptable.

Brandon Banks, applicant, stated he would support six feet on the north side.

Councilmember Lipton moved to approve the resolution presented this evening with the four staff conditions and incorporating the six-foot height on the north side of the fence. Mayor Pro Tem Maloney seconded the motion.

Councilmember Leh stated he still has concerns that the application is not compatible to the surrounding area which is one of the code requirements.

Mayor Stolzmann stated she supports the resolution. The CDDSG sets out the requirements of the building and it is agnostic of use. She understands some are concerned of the use but this does not affect this application. The use can change over years. The applicant has met and even exceeded the requirements in the CDDSG. Councilmember Fahey agreed.

Mayor Stolzmann closed the public hearing.

Roll Call Vote – Motion passed 6-1; Councilmember Leh voting no.

DISCUSSION/DIRECTION – CITY MANAGER’S PROPOSED 2021-2022 OPERATING & CAPITAL BUDGET, 2021-2026 CAPITAL IMPROVEMENTS PLAN, AND 2021-2026 LONG-TERM FINANCIAL PLAN – SET PUBLIC HEARING FOR 10/20/20

Mayor Stolzmann introduced the item noting this is the first budget presentation and detailed conversations will come with later meetings.

Director Watson stated this is the first discussion of the budget and will be a high-level review of the proposed biennial budget, the long-term financial plan, and the Capital

Improvements Plan (CIP). Included in the packet are the transmittal letter with a general overview of the recommended budget, a summary of variable hours and projected wage costs, the recommended budget by fund, the recommended budget by program, and the recommended CIP projects.

Director Watson reviewed the revenue assumptions used in the budget. These have been discussed with the Finance Committee. The projected decline in sales tax revenue has been set at 13% below 2019 levels. In general, staff is projecting a return to 2019 revenue totals by approximately 2023.

The City has not yet received its preliminary 2020 assessed valuation from the Boulder County Assessor; those are expected to be mailed October 13 with final valuations expected to be received late November. Current projections of property tax revenue are based on last year's projections of assessed valuation.

Director Watson reviewed the expenditure targets in the budget. He noted minor changes to staff positions and reviewed the proposed salary increases for staff. He reviewed the interfund transfers noting specifically a proposed change to the Historic Preservation Fund transfer.

Director Watson stated that to comply with the Council directive to reduce the annual turnback percentages, staff reviewed all the requested budgets on an account-by-account basis. Based on review of historical trends, staff recommended reductions to accounts thought not to significantly impact department operations.

Other notable items in the recommended budget include

- The calculation of the transfer from the Historic Preservation Fund to the General Fund has changed to simply 20% of total sales and use tax collections within the Historic Preservation Fund.
- The addition of \$120,000 in 2021 for the Old Town Overlay project and \$250,000 in 2022 for the Comprehensive Plan Update project.
- The elimination of the Nite-at-the-Rec Program. All variable wages, supplies, and services have been removed. If the Council approves elimination of this program, staff will re-allocate the remaining regular wages to other programs.
- No anticipated CARES Act funding.
- No adjustment for the possible repeal of the Gallagher amendment or for a significant reduction in the residential assessment rate.

Director Watson reviewed the long-term financial plan by fund noting good fund balances are being maintained in the General Fund. He reviewed the upcoming budget meeting schedule.

City Manager Balser stated this the first proposal and is not the final version. She stated staff tried to be responsive to direction received from Council in July. Staff is looking for

input in upcoming meetings about what should be prioritized and on CIP projects. Staff will provide additional information on solar projects at the September 29 meeting.

Public Comments – None

Mayor Stolzmann moved to set the public hearing on October 20; seconded by Mayor Pro Tem Maloney.

Mayor Pro Tem Maloney noted the Finance Committee has been reviewing the revenue projections for these many months. He recommended caution on the projections as everything is changing rapidly right now.

Roll Call Vote: Motion passed by unanimous roll call vote.

Members adjourned at 7:04 pm.

Ashley Stolzmann, Mayor

Meredyth Muth, City Clerk